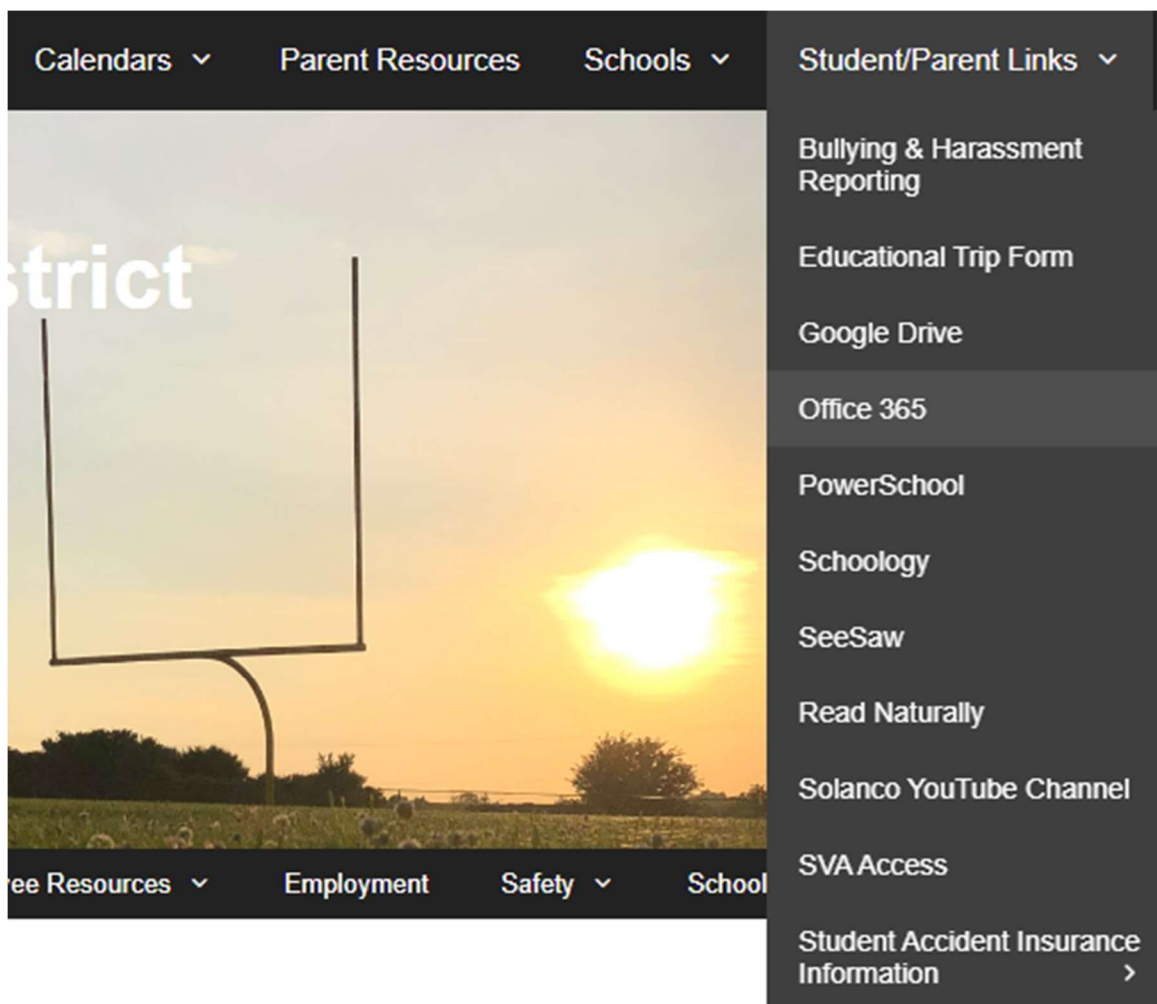
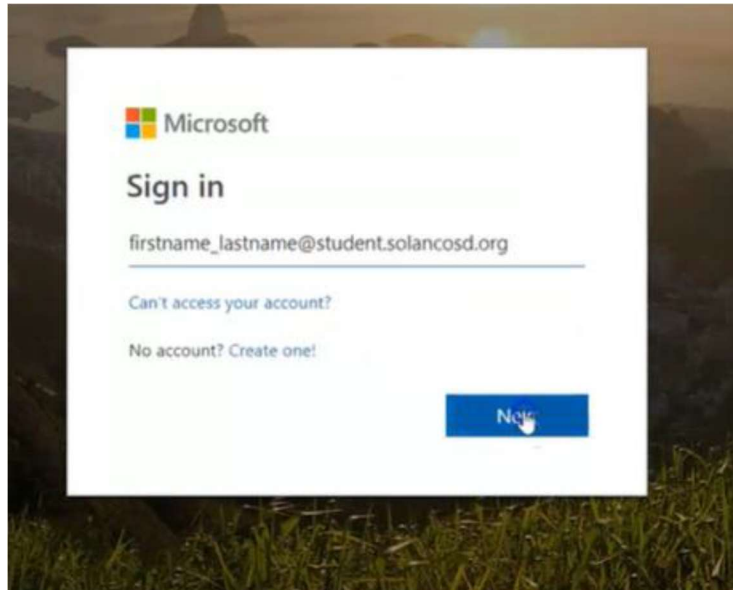


Accessing Email through Microsoft Office 365:

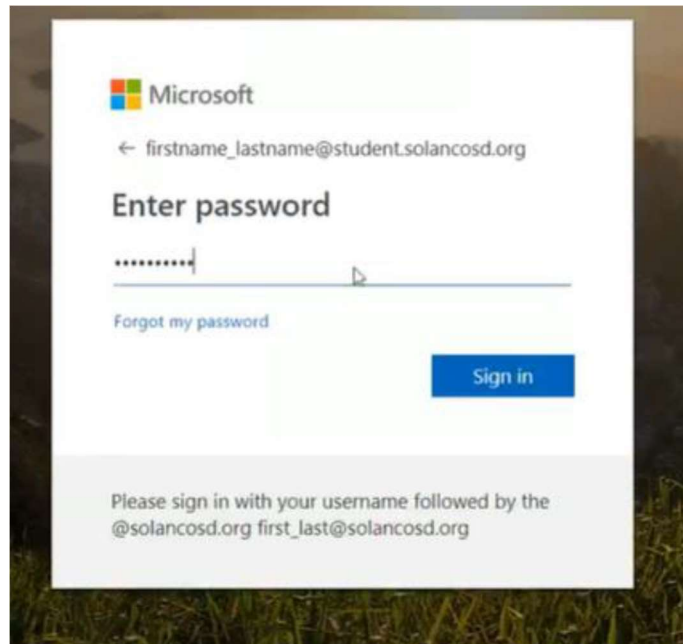
- 1) On an internet connected device navigate to www.solancosd.org
- 2) Locate the heading entitled "Student/Parent Links", followed by Office 365.



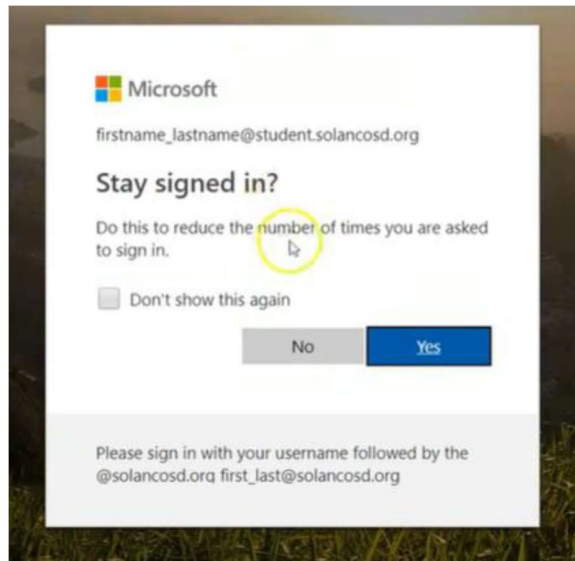
- 3) You will be taken to a login page. Log in using your email address which follows the firstname_lastname@student.solancosd.org pattern.



- 4) Now enter your password. This will be the same password you use to log in to a computer at school.



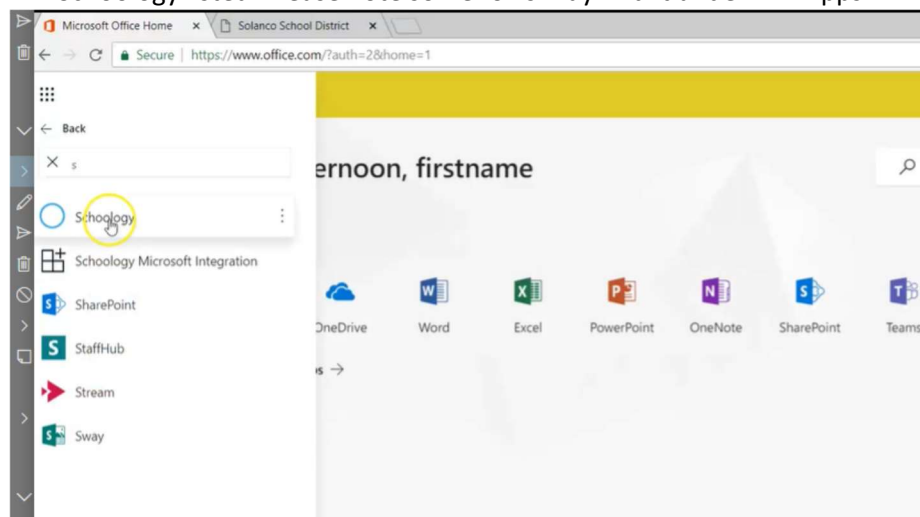
- 5) The system will ask if you would like to stay signed in. Click yes to proceed.



- 6) Once logged in you can select Outlook to check your email.

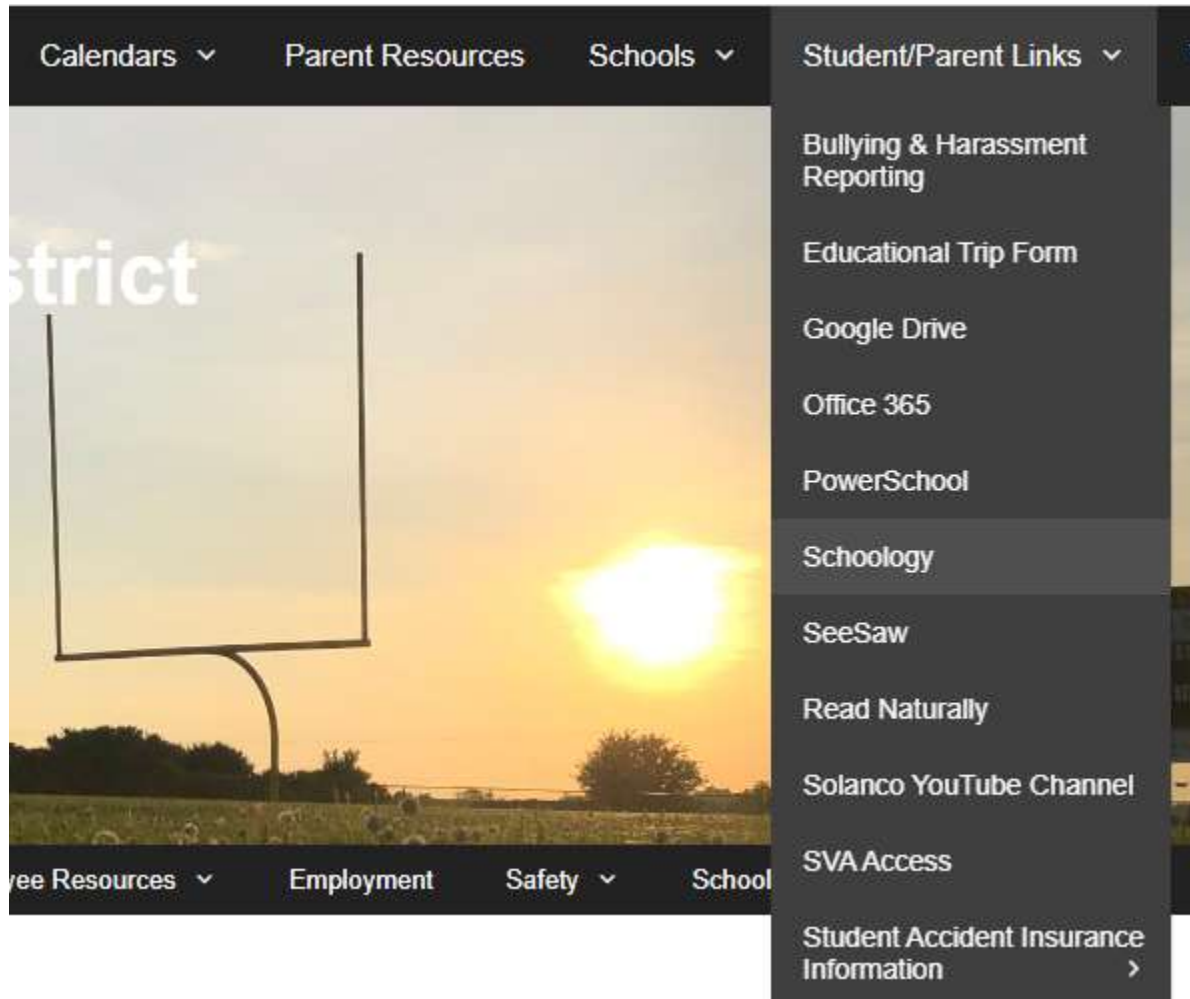


- 7) Schoology is connected to Microsoft 365. If you click on the waffle icon you should see Schoology listed. Please note some folks may find it under "All Apps"

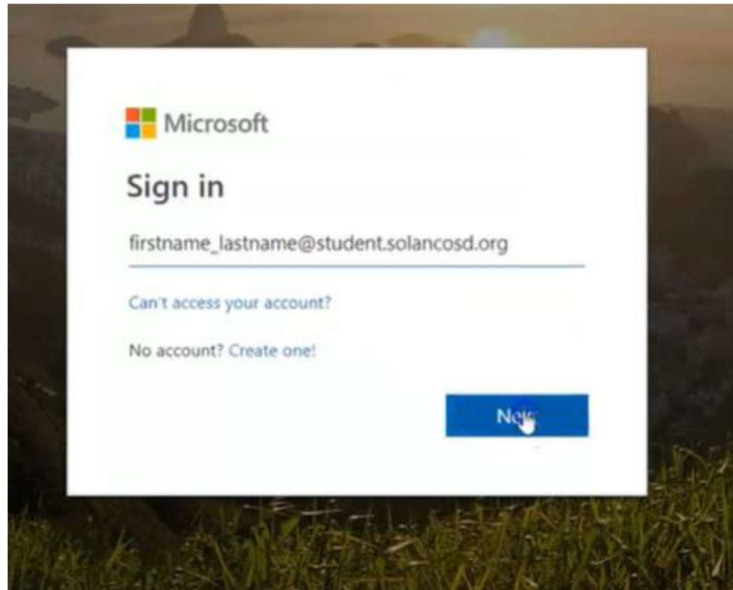


Direct Schoology Access:

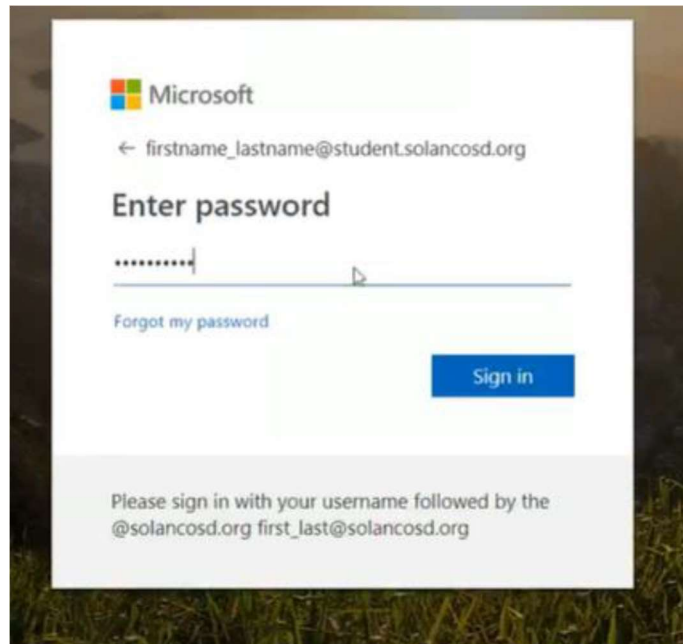
- 1) On an internet connected device navigate to www.solancosd.org
- 2) Locate the heading entitled "Student/Parent Links", followed by Microsoft Office 365.



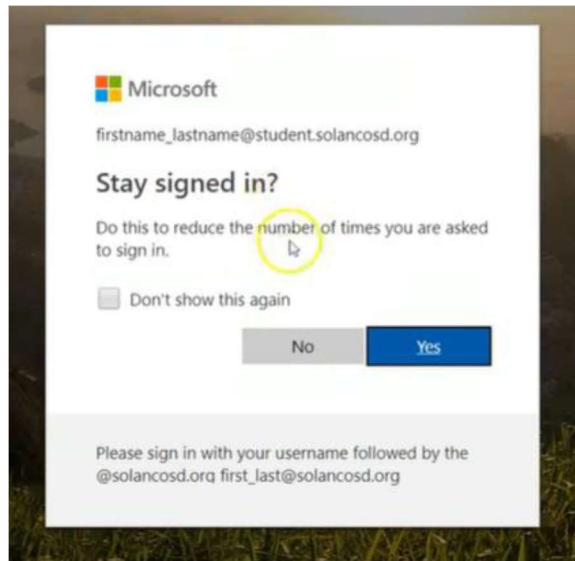
- 3) You will be taken to a login page. Log in using your email address which follows the firstname_lastname@student.solancosd.org pattern.



- 4) Now enter your password. This will be the same password you use to log in to a computer at school.



5) The system will ask if you would like to stay signed in. Click yes to proceed.



If you have any difficulties please call your school or send questions to the following email address:

studentsupport@solancosd.org

Thank you!